



BOGNOR REGIS TOWN COUNCIL

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MINUTES OF THE PLANNING AND LICENSING COMMITTEE MEETING

HELD ON TUESDAY 27th JUNE 2023

PRESENT: Cllr. Mrs. J. Warr (Chairman), Cllrs: J. Barrett,
Miss. C. Needs, P. Ralph, P. Woodall and Mrs. G. Yeates

IN ATTENDANCE: Mrs. R. Vervecken (Civic & Office Manager)

The Meeting opened at 4.00pm

20. CHAIRMAN'S ANNOUNCEMENTS AND APOLOGIES FOR ABSENCE

The Chairman welcomed all those present. The Council's opening statement was read, and particular attention was drawn to the evacuation procedure in the event of the fire alarm sounding and the Council's Standing Orders relating to public question time.

Apologies for absence were received from Cllr. Goodheart who was on annual leave, Cllr. Waterhouse who was unwell and the Committee Clerk who was also on annual leave.

21. DECLARATIONS OF INTEREST

The Chairman addressed those Members present to ask if they wished to confirm any declarations of Disclosable Pecuniary, Other Registrable and/or Ordinary Interests that they may have in relation to items on this Agenda.

As noted on the Agenda, Members and Officers should make their declaration by stating:

- a) the item they have the Interest in
- b) whether it is a Disclosable Pecuniary, Other Registrable or Ordinary Interest
- c) the nature of the Interest
- d) if it is an Ordinary Interest whether they intend to temporarily leave the meeting for the discussion and vote
- e) if it is a Disclosable Pecuniary or Other Registrable Interest, and therefore must temporarily leave the meeting for the discussion and vote, whether they will be exercising their right to speak on this matter under Public Question Time.

They then need to re-declare their Interest and the nature of the Interest at the commencement of the item or when the Interest becomes apparent.

They should request that it be recorded in the Minutes that they will leave the meeting and will neither take part in discussion, nor vote on the item.

As per the Agenda, it is each Member's own responsibility to notify the Monitoring Officer of all Disclosable Pecuniary, Other Registrable or Ordinary Interests notifiable under the Council's Code of Conduct, not already recorded on their Register of Interests Form, within 28 days.

The Chairman reminded Members to declare their Interests as any arise or again at the relative point in the meeting if they have already.

There were no declarations of Interest

22. TO APPROVE THE MINUTES OF THE PLANNING AND LICENSING COMMITTEE MEETING HELD ON 6th JUNE 2023

The Committee **RESOLVED** to **AGREE** and approve the Minutes of the Meeting held on 6th June 2023 as an accurate record of the proceedings and the Chairman signed them.

23. ADJOURNMENT FOR PUBLIC QUESTION TIME AND STATEMENTS

There were no members of the public seated in the public gallery, therefore, the meeting was not adjourned.

24. TO CONSIDER PLANNING APPLICATIONS ON LISTS DATED 2nd, 9th AND 16th JUNE 2023

24.1 The Committee noted that there were no views from other Town Councillors to report.

24.2 The Committee noted that no representations had been received from members of the public, or neighbouring parishes, in respect of these applications.

24.3 The Committee, having considered the applications, **RESOLVED** that its representations be forwarded to ADC (Appended to these Minutes as **Appendix 1**).

25. TO RATIFY ANY PAVEMENT LICENCE APPLICATION REPRESENTATIONS SUBMITTED BY THE TOWN CLERK IN ACCORDANCE WITH THE DELEGATED AUTHORITY AND PROCESS

There were no Pavement Licence application representations to be ratified.

26. TO CONSIDER PREMISES LICENCE APPLICATIONS INCLUDING ANY VARIATIONS AND ANY OTHER LICENCE APPLICATIONS

There were no Premises Licence applications to be considered.

27. TO CONSIDER ANY RESPONSE TO ADC'S CONSULTATION IN RELATION TO DRAFT LOCAL ORDERS

Members discussed ADC's Draft Local Development Orders which seek to provide limited permitted development rights to small scale development within the Butlin's Complex and the University of Chichester Campus. The Local Development Order is proposed to last for a period of 3 years.

Having considered the proposals, Members **AGREED** to raise **NO OBJECTION**.

28. TO RECEIVE DETAILS OF PLANNING APPLICATION WSCC/020/23 (EDWARD BRYANT JUNIOR AND INFANTS SCHOOL, LONDON ROAD, BOGNOR REGIS) AND TO AGREE ANY COMMENTS TO BE SUBMITTED IN RESPONSE

The Assistant Clerk's report, and related appendix, was **NOTED**.

Having considered planning application WSCC/020/23, in relation to Edward Bryant School and the proposal to create a Specialist Support Centre comprising two single storey extensions, the refurbishment and re-purposing of a classroom and the library within the existing building, and some additional parking, paths and hard play area, Members **AGREED** to submit **NO OBJECTION** in response to this planning application.

29. CORRESPONDENCE

The Committee **NOTED** receipt of correspondence previously circulated.

The Meeting closed at 4.35pm

**PLANNING APPLICATIONS TO BE CONSIDERED AT THE MEETING OF THE
PLANNING AND LICENSING COMMITTEE TO BE HELD ON 27th JUNE 2023
(AS ADVERTISED BY ARUN DISTRICT COUNCIL ON LISTS DATED 2nd, 9th AND 16th JUNE 2023)**

<p>BR/111/23/PL 9 Annandale Avenue Bognor Regis PO21 2ES</p>	<p>Alterations to the ground floor layout to create a new side entrance, replacement of the existing front door with a window, removal of existing chimney to the rear of the property and removal of small window on the 2nd floor (N E Elevation)</p>	<p>NO OBJECTION</p>
<p>BR/114/23/PL Unit 7 Durban Road Business Centre Durban Road Bognor Regis PO22</p>	<p>Change of use from B2 (General Industrial) and B8 (Storage & Distribution) to Class E (Commercial, Business and Service). This application is in CIL Zone 4 (zero rated) as other development</p>	<p>OBJECTION on the grounds of Economic Impact. Members concurred with concerns raised by ADC's Economic Development response, citing that with few industrial spaces available and plenty of retail premises in more traditional retail locations, this business would be better suited using a retail space instead. Members also felt this business would be more accessible and potentially have higher footfall, should it be within a more central shopping location, within the Town. It was questioned whether there would be extra parking demand on the industrial site, if this application were approved, with concern also expressed over the long opening hours, stated on the application form.</p>

<p>BR/117/23/PL 19 High Street Bognor Regis PO21 1RJ</p>	<p>Erection of single storey rear extension to first floor</p>	<p>NO OBJECTION</p>
<p>BR/124/23/HH 19 Sandymount Close Bognor Regis PO22 9EL</p>	<p>Demolition of garage and conservatory. Single storey rear and side extension. Loft conversion. Raised deck to rear with screening</p>	<p>NO OBJECTION</p>
<p>BR/126/23/CLE 1b Ground Floor Rear Flat 148 Aldwick Road Bognor Regis PO21 2PA</p>	<p>Lawful development certificate for existing use as a 1 bedroom flat</p>	<p>NO OBJECTION</p>
<p>BR/127/23/HH 52 Corbishley Road Bognor Regis PO22 9HS</p>	<p>Ground floor rear extension</p>	<p>NO OBJECTION</p>
<p>BR/133/23/CLE 60 Ockley Road Bognor Regis PO21 2HR</p>	<p><i>Lawful development certificate for existing use as a HMO property comprising of 5 bedsits with shared communal areas for a maximum of 8 people and a maximum of 5 households</i></p>	<p>NO OBJECTION</p>
<p>BR/134/23/T Eagle House, Norfolk Close Bognor Regis PO21 2DJ</p>	<p>Various works to various trees</p>	<p>NO OBJECTION subject to the approval of the ADC Arboriculturist. It is recommended, if approved, that no work should be carried out if any birds or bats are nesting.</p>